



# 2019 CALGREEN NON-RESIDENTIAL MANDATORY ITEMS

## CHECKLIST - **EFFECTIVE JANUARY 1, 2020**

CITY OF LOS ALTOS – COMMUNITY DEVELOPMENT DEPARTMENT/BUILDING DIVISION

ONE N. SAN ANTONIO ROAD, LOS ALTOS CA 94022 (650) 947-2752 [www.losaltosca.gov](http://www.losaltosca.gov)

### PURPOSE:

The non-residential provisions of the 2019 CalGreen Code outline planning, design and development methods that include environmentally responsible site selection, building design, and building site and development to protect, restore and enhance the environmental quality of the site and respect the integrity of adjacent properties; establishes the means of conserving water used indoors, outdoors and in wastewater conveyance; outlines means of achieving material conservation and resource efficiency; and outlines means of reducing the quantity of air contaminants.

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Project Description: \_\_\_\_\_

### Instructions:

1. The owner or owner's agent **shall employ a Leed accredited professional or organization** (LAMC Section 12.26.030) experienced with the 2019 Green Building Standards Codes **to inspect, verify and assure that all required work described herein is properly planned and implemented in the project.**
2. The Leed accredited professional or organization, in collaboration with the owner and the design professional shall review this checklist, **initial** the "Applicable Measures" column and sign and date **Section 1 –Design Verification** at the end of this checklist prior to submittal. **Provide (2) 8-1/2" x 11" signed copies.**
3. **PRIOR TO FINAL INSPECTION BY THE BUILDING DIVISION**, the Leed accredited professional or organization shall inspect the project. Once all applicable measures have been verified, sign and date **Section 2 – Implementation Verification** and submit the completed form to the Building Division.

### Application:

This checklist shall be used for nonresidential projects that meet one of the following:

- New construction
- Building additions of 1,000 sq. ft. or greater or
- Building alterations with a permit valuation of \$200,000 or more pursuant to Section 301.3 **AND** do not trigger a Tier 1 or Tier 2 and initial tenant or occupant improvement to a new commercial building.

### Requirement:

- Y = Yes (section has been selected and/or included)  
N/A = Not Applicable (code section does not apply to the project-mainly used for additions and alterations)  
O = Other (provide explanation)  
[N] = New construction pursuant to Section 301.3  
[A] = Additions and/or Alterations pursuant to Section 301.3

Chapter 5 Divisions		SECTION TITLE	CODE SECTION	Y	N/A	O	PLAN SHEET, SPEC, OR ATTACH REFERENCE	APPLICABLE MEASURES
<b>DIVISION 5.1 Planning and Design</b>	Mandatory	Storm water pollution prevention for projects that disturb less than 1 acre of land	5.106.1 through 5.106.2					
	Mandatory	Short-term bicycle parking (with exception)	5.106.4.1.1					
	Mandatory	Long-term bicycle parking	5.106.4.1.2 through 5.106.4.1.5					
	Mandatory	Designated parking for clean air vehicles	5.106.5.2					
	Mandatory	Parking stall marking	5.106.5.2.1					
	Mandatory	Single charging space requirements	5.106.5.3.1					
	Mandatory	Multiple charging space requirements [N]	5.106.5.3.2					
	Mandatory	EV charging space calculation [N] (with exceptions)	5.106.5.3.3					
	Mandatory	[N] Identification	5.106.5.3.4					
	Mandatory	[N] Future charging spaces	5.106.5.3.5					
	Mandatory	Light pollution reduction [N] (with exceptions and notes)	5.106.8					
	Mandatory	Grading and paving (exception for additions and alterations not altering the drainage path)	5.106.10					
<b>DIVISION 5.2 Energy Efficiency</b>	Mandatory	Meet the minimum energy efficiency standard	5.201.1					
<b>DIVISION 5.3 Water Efficiency and Conservation</b>	Mandatory	Separate meters (new buildings or additions >50,000sf that consume more than 100 gal/day)	5.303.1.1					
	Mandatory	Separate meters (for tenants in new buildings or additions that consume more than 1,000 gal/day)	5.303.1.2					
	Mandatory	Water closets shall not exceed 1.28 gallons per flush (gpf)	5.303.3.1					
	Mandatory	Wall-mounted urinals shall not exceed 0.125 gpf	5.303.3.2.1					
	Mandatory	Floor-mounted urinals shall not exceed 0.5 gpf	5.303.3.2.2					
	Mandatory	Single showerhead shall have maximum flow rate of 1.8 gpm (gallons per minute) at 80 psi	5.303.3.3.1					
	Mandatory	Multiple showerheads serving one shower shall have a combined flow rate of 1.8 gpm at 80 psi	5.303.3.3.2					
	Mandatory	Nonresidential lavatory faucets	5.303.3.4.1					
	Mandatory	Kitchen faucets	5.303.3.4.2					
	Mandatory	Wash fountains	5.303.3.4.3					
	Mandatory	Metering faucets	5.303.3.4.4					
	Mandatory	Metering faucets for wash fountains	5.303.4.5					
	Mandatory	Food waste disposers	5.303.4.1					
	Mandatory	Areas of additions or alterations	5.303.5					
	Mandatory	Standards for plumbing fixtures and fittings	5.303.6					
	Mandatory	Outdoor potable water use in landscape areas (with notes)	5.304.1					
	Mandatory	Outdoor water supply systems (with Exceptions 1-4)	5.305.1.1					
	Mandatory	Technical requirements for outdoor recycled water supply systems	5.305.1.2					

Chapter 5 Divisions		SECTION TITLE	CODE SECTION	Y	N/A	O	PLAN SHEET, SPEC, OR ATTACH REFERENCE	APPLICABLE MEASURES
<b>DIVISION 5.4</b> Material Conservation & Resource Efficiency	Mandatory	Weather protection	5.407.1					
	Mandatory	Moisture control: sprinklers	5.407.2.1					
	Mandatory	Moisture control: exterior door protection	5.407.2.2.1					
	Mandatory	Moisture control: flashing	5.407.2.2.2					
	Mandatory	Construction waste management-comply with either: Sections 5.408.1.1, 5.408.1.2, 5.408.1.3 or more stringent local ordinance	5.408.1.1 5.408.1.2 5.408.1.3					
	Mandatory	Construction waste management: documentation	5.408.1.4					
	Mandatory	Universal waste [A]	5.408.2					
	Mandatory	Excavated soil and land clearing debris (100% reuse or recycle)	5.408.3					
	Mandatory	Recycling by occupants (with exception)	5.410.1					
	Mandatory	Recycling by occupants: additions (with exception)	5.410.1.1					
	Mandatory	Recycling by occupants: sample ordinance	5.410.1.2					
	Mandatory	Commissioning new buildings (≥10,000 sf) [N]	5.410.2					
	Mandatory	Owner's or owner representative's Project Requirements (OPR) [N]	5.410.2.1					
	Mandatory	Basis of Design (BOD) [N]	5.410.2.2					
	Mandatory	Commissioning plan [N]	5.410.2.3					
	Mandatory	Functional performance testing [N]	5.410.2.4					
	Mandatory	Documentation and training [N]	5.410.2.5					
	Mandatory	Systems manual [N]	5.410.2.5.1					
	Mandatory	Systems operation training [N]	5.410.2.5.2					
	Mandatory	Commissioning report [N]	5.410.2.6					
	Mandatory	Testing and adjusting for new buildings <10,000 sf or new systems that serve additions or alterations [A]	5.410.4					
	Mandatory	System testing plan for renewable energy, landscape irrigation and water reuse [A]	5.410.4.2					
	Mandatory	Procedures for testing and adjusting	5.410.4.3					
	Mandatory	Procedures for HVAC balancing	5.410.4.3.1					
	Mandatory	Reporting for testing and adjusting	5.410.4.4					
	Mandatory	Operation and maintenance (O&M) manual	5.410.4.5					
	Mandatory	Inspection and reports	5.410.4.5.1					
<b>DIVISION 5.5</b> Environmental Quality	Mandatory	Fireplaces	5.503.1					
	Mandatory	Woodstoves	5.503.1.1					
	Mandatory	Temporary ventilation	5.504.1					
	Mandatory	Covering of ducts openings and protection of mechanical equipment during construction	5.504.3					
	Mandatory	Adhesives, sealants and caulks	5.504.4.1					
	Mandatory	Paints and coatings	5.504.4.3					
	Mandatory	Aerosol paints and coatings	5.504.4.3.1					
	Mandatory	Aerosol paints and coatings: verification	5.504.4.3.2					
	Mandatory	Carpet systems	5.504.4.4					
	Mandatory	Carpet cushion	5.504.4.4.1					
	Mandatory	Carpet adhesives per Table 5.504.4.1	5.504.4.4.2					
	Mandatory	Composite wood products	5.504.4.5					
	Mandatory	Composite wood products: documentation	5.504.4.5.3					
	Mandatory	Resilient flooring systems	5.504.4.6					
	Mandatory	Resilient flooring: verification of compliance	5.504.4.6.1					
	Mandatory	Filters (with exceptions)	5.504.5.3					
	Mandatory	Filters: labeling	5.504.5.3.1					
	Mandatory	Environmental tobacco smoke (ETS) control	5.504.7					
	Mandatory	Indoor moisture control	5.505.1					

DIVISION 5.5 Environmental Quality (continued)		SECTION TITLE	CODE SECTION	Y	N/A	O	PLAN SHEET, SPEC, OR ATTACH REFERENCE	APPLICABLE MEASURES
	Mandatory	Outside air delivery	5.506.1					
	Mandatory	Carbon dioxide (CO <sub>2</sub> ) monitoring	5.506.2					
	Mandatory	Acoustical control (with exception)	5.507.4					
	Mandatory	Exterior noise transmission, prescriptive method (with exceptions)	5.507.4.1					
	Mandatory	Noise exposure where noise contours are not readily available	5.507.4.1.1					
	Mandatory	Performance method	5.507.4.2					
	Mandatory	Site features	5.507.4.2.1					
	Mandatory	Documentation of compliance	5.507.4.2.2					
	Mandatory	Interior sound transmission (with note)	5.507.4.3					
	Mandatory	Ozone depletion and greenhouse gas reductions	5.508.1					
	Mandatory	Chlorofluorocarbons (CFCs)	5.508.1.1					
	Mandatory	Halons	5.508.1.2					
	Mandatory	Supermarket refrigerant leak reduction for retail food stores 8,000 sf or more Sections 5.508.2 through 5.508.2.6.3	5.508.2 through 5.508.2.6.3					
		<b>END OF MANDATORY PROVISIONS</b>						

## CALGREEN SIGNATURE DECLARATIONS

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Project Description: \_\_\_\_\_

### SECTION 1 – DESIGN VERIFICATION

Complete all lines of Section 1 – “Design Verification” and **SUBMIT THE ENTIRE CHECKLIST (COLUMNS 2 AND 3) WITH THE PLANS AND BUILDING PERMIT APPLICATION TO THE BUILDING DEPARTMENT.**

The owner and design professional responsible for compliance with CalGreen Standards have reviewed the plans and certify that the items checked above are hereby incorporated into the project plans and will be implemented into the project in accordance with the requirements set forth in the **2019 California Green Building Standards Code** as adopted by the City of Los Altos.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner's Name (Please Print)

\_\_\_\_\_  
Design Professional's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Design Professional's Name (Please Print)

\_\_\_\_\_  
Name of Leed Accredited Professional or organization

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Signature of Leed Accredited Professional or organization

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Leed Accredited Professional or organization (Please Print)

\_\_\_\_\_  
Phone No.

\_\_\_\_\_  
Email Address for Leed Accredited Professional or organization

### SECTION 2 – IMPLEMENTATION VERIFICATION

Complete, sign and submit the completed checklist together with all original signatures on Section 2 to the Building Department **PRIOR TO BUILDING DEPARTMENT FINAL INSPECTION.**

I have inspected the work and have received sufficient documentation to verify and certify that the project identified above was constructed in accordance with this Green Building Checklist and in accordance with the requirements of the **2019 California Green Building Standards Code** as adopted by the City of Los Altos.

\_\_\_\_\_  
Signature of Leed Accredited Professional or organization

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Leed Accredited Professional or organization (Please Print)

\_\_\_\_\_  
Phone No.